

How to Sign-Up for TEAS with PSI

1. Log into your ATI account at atitesting.com.
2. Click on **Online Store**.
3. On the left side of the screen, click on **Register for TEAS at PSI**
4. Select your program type (**PSI Test Site for TEAS Nursing**).
5. Before you click on **Register**, select **Learn More**.
6. Another tab will open, do not close the first tab. Follow the instructions for **Steps to Finding a Location** below.
7. On the other tab (**ATI Testing**), scroll down to the bottom and click on **Register**.
8. In the **Available Institutions**, find and select **Harford CC TEAS**. Make sure you click on > to transfer to **Currently Selected Institutions**.
9. Click **Continue**. You will be directed to the shopping cart to purchase your test.
10. After you pay, you will receive a receipt with your ID number required to schedule the appointment.
11. You may schedule online at www.psiexams.com or call PSI at 800-733-9267 **24 hours after registration**.

Steps to Finding a Location

1. Check the PSI website at www.psiexams.com for availability.
2. On the PSI Exam Online screen, scroll down to the bottom where it says **Check Available Appointment Dates Before You Register**.
3. Click "**Click here**" to check for available appointment times and locations.
4. For the preferred Sponsor, select **Certification/Professional Associations**.
5. For the Sponsor Name, select **ATI Test of Essential Academic Skills (TEAS)**
6. Select test name **ATI TEAS, make sure all portions are selected**.
7. Click **Continue**.
8. In the Test Center Selection, put your zip code or city.
9. Click **Search** and select the test center(s) near your area. Please note, the search results may not be sorted by distance from your zip code. Click through several pages of results to find the best location for you.
Recommended location: Churchville - Harford Air Services LLC, 3538 Aldino Road, Harford County Airport Area, Churchville, MD, 21028.
10. Click **Continue**.
11. You should see a list of dates and times available to schedule your appointment.
12. Proceed to **#7** on **How to Sign-Up for TEAS with PSI** above.

***This reference guide is for Harford Community College use only. The information on this sheet may change without notice. If you have any further questions or concerns, please contact ATI and/or PSI for assistance.